

Mar 28, 2003

Department of Education  
Federal Student Aid  
Steve Allison  
Contracting Officer's Representative

Subject: Contract # ED-99-DO-0003  
Task Order # 122 - Electronic Records Support  
Deliverable: EDM Goal Achievement Report for January 2003

Dear Mr. Allison:

Enclosed is the EDM Goal Achievement Report for January 2003 that is required by the subject task order. According to our agreement, FSA has 14 working days from the signed receipt of this Report to review and provide comments or questions to Accenture. If the Report substantially meets the acceptance criteria, then the Report shall be approved for payment. If the Report contains material errors or omissions, then Accenture shall be notified in order to correct and re-submit the deliverable.

All comments and questions should be directed to Jiji Alex at [jiji.alex@accenture.com](mailto:jiji.alex@accenture.com), with copies to [rachel.deloach@accenture.com](mailto:rachel.deloach@accenture.com), [kim.k.Rhodes@accenture.com](mailto:kim.k.Rhodes@accenture.com), and [danyiele.f.peterson@accenture.com](mailto:danyiele.f.peterson@accenture.com) between now and close of business on Apr 11, 2003. Please acknowledge receipt of the Report by signing in the space provided below.

ACCENTURE LLP

ACKNOWLEDGE RECEIPT

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Jiji Alex  
Sr. Manager  
703-947-2145

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Signature  
Steve Allison  
Mar 28, 2003

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The EDM Goal Achievement Report for January 2003 has been reviewed and is recommended for acceptance.

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Signature  
Steve Allison

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Date

cc:  
Denise Merchant  
Kay Jacks  
Janet Scott  
Todd Elliott

## EDM Goal Achievement Report

To: Denise Merchant

From: Jiji Alex

Date: Mar 28th, 2003

Subject: Contract # ED-99-DO-0002  
Task Order # 122- Electronic Records Support  
Deliverable: EDM Goal Achievement Report for January 2003.

This memo documents operational support goals and activities for the Electronic Records Support effort for the subject month:

System Availability for January 2003: 100%

Downtime Occurrences for January 2003: 0

Number of Pages Converted and Accessible to users within 7 days of pickup for Jan 2003: 36,384

Monthly Operational Support Price:

	Count for January	Unit Price	Price	Total To Date
Monthly System Operational Costs	N/A	N/A	<b>25,521.13</b>	44,456.61
Number of Pages Scanned and Accessible	36,384	0.2223	<b>8088.16</b>	24,935.82
Number of Courier Trips	4	175.00	<b>700</b>	1225
Number of Boxes Retrieved from Storage	0	0	<b>0</b>	556.36
Total Monthly Operational Support Price			<b>34,309.29</b>	71,173.79

If there are any questions regarding this information, please contact me at 703-947-2145.

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The EDM Goal Achievement Report for January has been formally reviewed and all FSA deliverable comments (if any) have been satisfactorily incorporated. Please ACKNOWLEDGE ACCEPTANCE of the Report by signing in the space provided below.

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Signature  
Denise Merchant

\_\_\_\_\_  
Date